



## Castle Cary Town Council

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### Castle Cary Town Council Properties & Infrastructure Committee Meeting Monday 27<sup>th</sup> February 2017 at 6.30pm at the Market House

No Members of the public attended

**Present:** Bob Gilbey (Chair), Nick Weeks, Terry Philpott, Penny Steiner, Judi Morison, Sally Snook, Barbara Williams, Martin Atkins, Susan Hake, (Town Clerk)

Item No		
PI1	<b>Apologies for absence</b> Barry Moorhouse	
PI2	<b>Declaration of interest.</b> Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct, and to note the grant of dispensations made by the town clerk in relation to the business of this meeting. No declarations made	
PI3	<b>Exclusions of the press and public:</b> To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors) No items requested	
PI4	<b>Confirmation of minutes of the Properties &amp; Infrastructure meeting held on 19<sup>th</sup> December 2017</b> <b>Resolved:</b> Confirmed	
PI5	<b>To receive Maintenance-Caretaker &amp; Clerks Report</b> SH gave an update on gate closure in play area, bench in front of Market House and a newly broken Pavilion window quote being obtained by MS for replacement glass	

Item No		
PI6	<p><b>Pavilion &amp; Donald Pither Memorial Field</b></p> <p>Update on Pavilion project</p> <p>The lack of progress for the Pavilion project and proposed skittle alley was discussed.</p> <p>NW confirmed the Council have been trying to work with the clubs to improve facilities for a significant amount of time and that possible 106 monies could be lost if this is not progressed. TP confirmed the Cricket Club were concerned about costs and have been informed they will not be expected to contribute large sums of money to it.</p> <p>The option for NW to lead the project for the Town Council was suggested should the Council decide they need to move forward, incorporating the use of the building by the Scouts and other youth groups.</p> <p>A Speed limit of 5mph was requested to be actioned and no driving on the grass notice to be displayed</p> <p>It was confirmed no feedback has been received from the Cricket Club relating to either the Project or the fencing proposal from the Football Club.</p> <p><b>Action:</b> SH issue letter to request drawings and approximate costings and where funding application will be made for an agreed design of the building and further detailed information about the fence installation request to the Town Council by first week of May. SH to also check all clauses relating to buildings erected on the Donald Pither Field.</p>	SH
PI7	<p><b>Update on gate</b></p> <p>Soft closer now fitted to the gate is still awaiting the buffer to be installed.</p> <p>MS has reported someone has moved the angles of the CCTV cameras which now require re-adjusting and the footage to be looked at to see if it is possible to identify the persons responsible.</p>	
PI8	<p><b>Market House</b> Rail request for the steps at the front of the Market House</p> <p>JM reported a rail has been requested</p> <p><b>Resolved</b> Agreed for railings request to be included as part of the listed building consent for new signs</p>	JM
PI9	<p><b>Cemetery and Chapel</b></p> <p>BG Feedback from Friends of the Chapel, Trees, litter bins, tap,</p> <p>BG reported the friends have requested work on the trees, replacement bins, issue with water butt and leaning/fallen headstones</p> <p>Water tank next to Chapel confirmed to be topped up weekly by MS, and bins not thought to need replacing</p> <p>SH commented on current policy and memorial guidance from seminars in reference to ownership of burial plot lease &amp; responsibility for headstone/memorials</p> <p><b>Action:</b> BG and PS to look at number of headstones requiring attention the next day for a policy to be formulated for adoption the Council</p> <p><b>Action:</b> SH to forward an email to update on the decision made in response to the Friends of the Chapel</p>	BG/PS SH



Item No		
PI14	<p><b>Infrastructure-</b></p> <p><b>14.1</b> Finger post Signs NW and MA to continue</p> <p><b>14.2</b> Feedback re Carpark restriction enforcement <b>Action:</b> SH to request short term car park is enforced and pursue long term</p> <p><b>Action:</b> Letter to be written to Mr Moseley to reduce number of cars parked in the carpark and look at enforcement</p> <p><b>Action:</b> SH to contact street scene on behalf of Nigel Phillips about trees in Millbrook</p> <p><b>14.3</b> Pitchings-e-mail from Highways-information circulated SH informed the group Pek is currently working on this</p> <p><b>14.4</b> South Street Parking BG reported problems in the Alma field area of South Street NW suggested Highways contacted to install single yellow lines restricting parking on South Street during the day 8am to 6pm BW raised concerns about more cars on Church Street with no off road parking suggesting double yellow lines extended on Church Street <b>Action:</b> BG, JM and BW to look at the areas and to consider appropriate options</p>	<p>SH</p> <p>SH</p> <p>SH</p> <p>BG/ JM/BW</p>
PI15	<p><b>Confirm date of Next Meeting</b></p> <p>Monday 24<sup>th</sup> April 2017</p> <p>Items for future meeting</p>	